In this scenario you are required to produce an Excel workbook which an auto mechanical workshop’s owner can use to create invoices for his client’s.

The workbook contains 3 worksheets, shown below and named *Invoice, Codes* & *Mechanics*.

The *Invoice sheet*, in particular, is;

* automated as much as possible
* Protected, in fact writing is only possible in the white coloured cells

Two new *Excel Functions* are introduced, namely;

* VLOOKUP and
* IF function

Two *Form Controls* are also used in the *Invoice sheet*, namely;

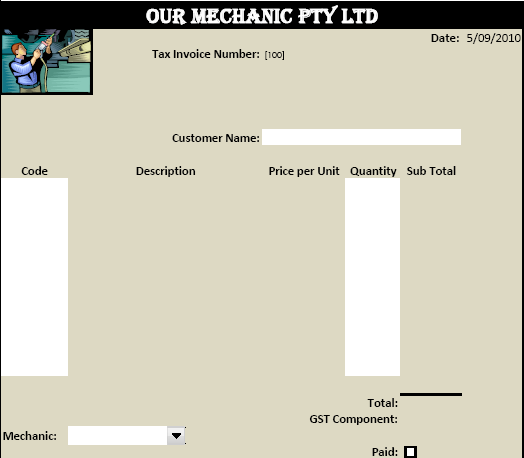
* Combo box
* Check box

**NOTE: The use of Form Controls will require the workbook to be saved as a *Macro Enabled Template.***

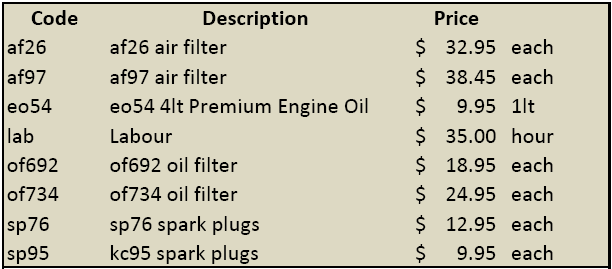
*We will develop this workbook in class as a group.*

When completed your workbook should contain 3 worksheets which closely resemble those shown below.

*Sheet 1: Invoice*



Sheet 2: Codes



Sheet 3: Mechanics

